



Australian Government

Department of Education, Employment and Workplace Relations

PUADEFCA310B Collect environmental information

Revision Number: 1

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Modification History

Not applicable.

Unit Descriptor

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This unit covers the competency required to collect meteorological, hydrographic, geospatial and geological *information* for an area.

Application of the Unit

Application of the Unit

The application of this unit in the workplace - the environments, complexities and situations involved - will be written during Phase II of the Review of the PUA00 Public Safety Training Package.

This text will be useful for the purposes of job descriptions, recruitment advice or job analysis; where possible, it will not be too job specific to allow other industries to import it into other Training Packages, where feasible.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite Unit/s

Nil

Employability Skills Information

Employability Skills

This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a Unit of Competency.

Performance Criteria describe the required performance needed to demonstrate achievement of the element.

Where bold italicised text is used, further information is detailed in the ***Required Skills and Knowledge*** and/or the ***Range Statement***. Assessment of performance is to be consistent with the Evidence Guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Plan and prepare for collection task	1.1 Requirement to collect information is identified from instructions, and is understood and confirmed with supervisor 1.2 Appropriate <i>collection methods</i> are determined 1.3 <i>Plan</i> is developed and agreed with supervisor 1.4 <i>Sources</i> of information and data are determined in accordance with <i>standard procedures</i> 1.5 <i>Resources</i> allocated for the task are identified in accordance with standard procedures
2. Collect information and data	2.1 Occupational health and safety (OH&S) requirements and recognised safety precautions are applied throughout the operation in accordance with standard procedures 2.2 Information and data is identified, sourced and collected in accordance with the plan
3. Record and report information	3.1 Information is recorded in the format required by organisational procedures 3.2 Information is <i>communicated to a higher authority</i> in accordance with the requirements of the task 3.3 Information is disseminated as directed by supervisor 3.4 Documentation and records are completed and maintained in accordance with standard procedures

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This describes the essential skills and knowledge and their level, required for this unit.

Required Skills

- analyse information and data
- communicate information and data
- conduct research
- questioning techniques
- tactical reconnaissance
- take measurements - using a laser range finder, tape measure, ruler
- technical reconnaissance
- use communications equipment
- use global positioning systems
- use optical enhancement tools such as binoculars

Required Knowledge

- basic research and analysis techniques
- collection methods
- communication requirements and equipment
- indigenous inhabitants and culture
- intelligence cycle - direction, collection, processing and dissemination
- legal responsibilities
- navigation
- operational environment
- relevant legislation and procedures in relation to environmental requirements
- relevant OH&S regulations/requirements, equipment, material and personal safety requirements
- security - site, personnel, information
- terrain and terrain analysis
- urban and rural demographics
- weather effects

Evidence Guide

EVIDENCE GUIDE

Critical aspects for assessment and evidence required to demonstrate competency in this unit

Assessment must confirm the ability to collect information and data that is relevant and appropriate to the specific operation.

Consistency in performance

Competency should be demonstrated over time in a range of actual or simulated information and data collection contexts/environments.

Context of and specific resources for assessment

Context of assessment

Competency should be assessed in the workplace or in a simulated work environment.

Specific resources for assessment

Access to information and data required for military engineering intelligence requirements.

Guidance information for assessment

Information that will assist or guide assessment will be written during Phase II of the Review of the PUA00 Public Safety Training Package.

Range Statement

RANGE STATEMENT

The Range Statement relates to the Unit of Competency as a whole. It allows for different work environments and situations that may affect performance. ***Bold italicised*** wording in the Performance Criteria is detailed below.

Information is	<p>Unprocessed information/data of every description, which may be used in the production of intelligence and may include:</p> <ul style="list-style-type: none"> • manufactured features - roads, buildings, facilities • population demographics • slope of ground • soils, minerals, rock strata • threat • vegetation - type, species, height, density, canopy
Collection methods may include	<p>By foot, in vehicles, in boats in aircraft or a combination</p> <p>By liaison with organisations</p> <p>By observation or inquiry</p> <p>By specifically tasked reconnaissance</p> <p>Tasked through operational processes</p> <p>Through the application of research processes</p>
Collection plan must include	<p>Collection method</p> <p>Reporting requirements</p> <p>Timelines</p>
Sources may include	<p>Databases</p> <p>External agencies</p> <p>Information systems</p> <p>Internal agencies</p> <p>Internet/intranet</p> <p>Libraries</p> <p>Local inhabitants</p> <p>Team members</p>
Standard procedures may include	<p>Australian Standards</p> <p>Job guides, pamphlets and other publications</p> <p>Manufacturers' handbooks, industry specifications and</p>

RANGE STATEMENT

	technical instructions
	OH&S regulations
	Organisational policies and procedures
	Relevant local government by-laws
	Relevant state/territory or federal legislation or regulations
	Written and verbal orders and job instructions
Resources may include	Equipment and material
	Finances
	Manpower
	Mobility assets
	Time
Communication with higher authority may include	Computer
	Radio
	Satellite
	Spoken
	Telephone
	Written

Unit Sector(s)

Not applicable.

Corequisite Unit/s

Co-requisite Unit/s Nil